



Approved For Release 2001/08/31 : CIA-RDP78-06362A000200010012-0

**NATIONAL INTERDEPARTMENTAL SEMINAR  
FOREIGN SERVICE INSTITUTE  
WASHINGTON, D.C.**

April 1, 1971

Dr. Hugh T. Cunningham  
Director of Training  
Central Intelligence Agency  
Washington, D. C. 20505

Dear Hugh:

Mr. Sollenberger is out of the office this week so I am forwarding the draft copy of the minutes. If you have any items to be included or altered, you may send your suggestions directly to me.

I very much appreciate your participation and the constructive comments you have made.

Kindest regards.

Sincerely,

Howard E. Haugerud

Enclosure

**State Dept. declassification & release instructions on file**

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MINUTES OF TASK FORCE MEETING 2

Mr. Sollenberger opened the second meeting of the Task Force studying the National Interdepartmental Seminar at 3:00 p.m., March 24th, at 1800 North Kent Street. The minutes of the first meeting were accepted.

A general discussion followed during which Mr. Sollenberger summarized the various agency papers. He expressed appreciation that the positions were not at great variance and that it seemed clear that all of the agencies were very much in favor of continued participation in the Seminar. All of the representatives agreed that the recommendations to the Under Secretary's Committee should consist of a broad outline of the purpose of the Seminar and not include a detailed curriculum. Various members of the Task Force expressed the opinion that the Chairman of the Seminar should be left a wide latitude to make changes in the curriculum that would serve to keep it current and meaningful to all the participating agencies. Dr. Cunningham and Dr. Conroy expressed the opinion that the Seminar should from time to time organize short periods of education on topics and problems of current importance. Other points discussed include the possibility of holding the Seminar off-site, the length of the Seminar, whether to include participants from agencies not now involved and whether the course should be broadened to include participants assigned to other than developing areas. No agreement on these points was sought at this particular time.

In that the group seemed in general agreement that the Seminar should be a broad-based period of instruction focusing on foreign affairs issues and the decision making process, Mr. Sollenberger asked the Curriculum Committee to prepare a preliminary draft to be submitted to the Under Secretary's group. This paper is to be circulated for agency comments.

Mr. Sollenberger then requested the agency representatives to supply him with a list of positions from which each agency would draw its participants. Dr. Cunningham stated that this would not be a productive approach for his particular agency and that he looked on the entire officer component as potential students. Mr. Sollenberger thanked the representatives and adjourned the meeting at 4:30 p.m.